



Policy for Temporary Outdoor Customer Service Areas—Revised

Pursuant to Mayoral Proclamation and Council Resolution, the City of Lakeville has declared a Peace Time Emergency due to the COVID-19 Health Pandemic.

In furtherance of the federal, state and local government response, there is a need to provide multiple additional and alternative customer service areas on commercial sites in order to limit forward facing exchanges between customers and employees, and to promote physical and social distancing between persons engaged in business activities within the City.

Effective immediately, and notwithstanding any city code provision to the contrary, any business located in a commercial or industrial zone may establish drive-up or drive-thru areas, customer ordering, waiting or pick-up areas, or customer seating or service areas on its property to facilitate safe commercial activity conducted consistent with federal and state orders or guidelines. The temporary outdoor use may occur in parking areas or green space areas without need for a variance. However, if the business is not the fee owner of the property used by the business for the temporary outdoor use, any temporary outdoor use must have written approval from the fee owner of the premises.

No city permits are required prior to establishing these customer areas, but operators must prepare a traffic management plan and provide on-site traffic and operational management. Customer waiting or service areas must not impede sidewalk usage nor block disabled person parking spaces or ramps, nor shall any activity create nuisance conditions for abutting properties.

On-site signage and storage are authorized, as well as limited on-site directional signage. Temporary tables, tents and sun shelters may be erected, but any structure requiring state building and fire code permits must submit plans and permit applications for accelerated review by city staff.


If alcohol is to be consumed on the temporary outdoor customer service area, the licensee must submit a site plan that delineates the perimeter of the outdoor area and type of barrier being used. City staff shall review the proposed site plan and any additional information required prior to issuance of a permit for the temporary outdoor service area. The temporary outdoor service area and sale and consumption of alcohol within the area shall be consistent with state statute, the Governor's Executive Orders and city code (except relating to setback and parking regulations, access and location). Failure to comply with this policy shall be grounds for suspension or revocation of the temporary permit. The licensee has a right to request a hearing regarding the permit violation pursuant to section 3-1 of the Lakeville City Code.



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The terms and conditions of this order may be modified or clarified by subsequent order and those changes may have retroactive effect.

This policy will continue until December 31, 2020 unless repealed by subsequent City Council action or termination of the local state of emergency. Effective this 26th day of May 2020.



Douglas P. Anderson, Mayor



Charlene Friedges, City Clerk